

Draft Minutes from the March 21, 2007  
Printing and Mail Managers Exchange Forum Teleconference

Twenty individuals participated in the Printing and Mail Managers Exchange Forum, which included Printing and Mail Managers and Contractors

### **Comments/Additions to last Months Minutes**

Dallas Woodruff, Headquarters opened the meeting by thanking everyone for participating in the teleconference.

### ***Mail Agenda Items....***

#### **Mail Management Report- Update**

Al Majors, Headquarters informed the group that a number of sites have not submitted their report to Headquarters. Mr. Majors hopes to compile the data received from all sites within the following week. Headquarters will send a copy of the report to all sites, which would include the expenditures Department-wide.

No questions were asked on this topic.

#### **MAILCOM – May 2007 – Atlantic City, New Jersey**

Al Majors, Headquarters reminded the group that the 2007 MAILCOM is scheduled for May 8-11, 2007 in Atlantic City, New Jersey. Additional information pertaining to the event can be obtained by visiting the MailCom Website at [www.MAILCOM.org](http://www.MAILCOM.org).

No questions were asked on this topic.

#### **2007 - National Postal Forum, Washington, DC**

Al Majors, Headquarters reminded the group that the 2007 National Postal Forum is scheduled for March 25 - 28, 2007, at the Washington, DC Convention Center. Mr. Majors stated that he and Tony Nellums, Headquarters may not attend the forum due to budget restraints. Additional information about the event can be obtained by visiting the National Postal Forum website address <http://www.npf.org/>.

### ***Printing Agenda Items...***

#### **Update on the Government Printing Office (GPO) Public Printer of the United States**

Dallas Woodruff, Headquarters informed the group that William Turri is still the acting Public Printer. Mr. Woodruff recently attended the Interagency Council of Printing and Publications Services meeting at GPO in which Mr. Turri spoke and stated that it may be months before

Congress confirms a new Public Printer and that he would continue serving as the Acting Public Printer until the confirmation process is complete.

### **Update on the Printing and Publishing Activities Report Three – Year Plan**

Dallas Woodruff, Headquarters informed the group that sites should expect to receive copies of the report within the next two weeks. The letter has been written and is currently going through review. Mr. Woodruff thanked the group for submitting their data for the plan in a timely manner and Headquarters was able to submit the report before the due date of February 16<sup>th</sup>. Mr. Woodruff also stated that he would actively seek a replacement system/method for collecting the information beginning with the 2008 submission.

No questions were asked on this topic.

### **Update on the new Chairperson and Committee Members of the Joint Committee on Printing (JCP)**

Dallas Woodruff, Headquarters informed the group that the selection of the chairmanship and committee members has not taken place. The selection process may take place sometime during April or May. Mr. Woodruff went on to remind sites that have submitted correspondents to Headquarters requiring JCP's approval to expect further delay in receiving a responses until the new committee is in place. Agencies have been advised by both JCP and GPO to delay sending correspondence until the new committee is in place.

No questions were asked on this topic.

### **Additional Topic(s) not listed on the Agenda**

#### **Postage Rate Increase**

Al Majors informed the group that the new postage rate which is scheduled to take effect in May 2007 will include not only the weight of the item, but also the shape of the envelope/ package. Tony Nellums, Headquarters, has contact NeoPost to obtain the new rate disk. The new rate will include a surcharge to be added depending on the shape of the envelope/package. Mr. Majors and Mr. Nellums attended a recent meeting at the General Service Administration pertaining to the new rate increase. Additional information on the new rates can be obtained by visiting the USPS website address <http://www.usps.com/>.

No questions were asked on this topic.

#### **Strategic Sourcing for the FedEx Shipping Contract**

Al Majors, Headquarters informed the group that he was unable to contact Mr. Tim Jackson, Headquarters, Office of Procurement and representatives of the General Service Administration (GSA) to get an update on the new contract. Mr. Jackson is currently on leave and the GSA representatives were attending a meeting. Mr. Majors will again make an attempt to contact Mr.

Jackson when he return to work and the GSA representatives and would provide an update to sites at a later date.

No Questions were asked on this topic.

### **Revision to the Government Printing and Binding Regulations**

The Interagency Council of Printing and Publications Services had previously submitted revisions to the past JCP committee, but would need to resubmit the revisions to the new committee.

### **Attendees**

Los Alamos National laboratory (2)  
Bettis Atomic Power Laboratory  
Flour Hanford Richland  
Oak Ridge National Laboratory (2)  
Brookhaven National Laboratory  
Idaho Operations Office  
Knoll Atomic Power Laboratory  
Western Area Power Administration  
National Renewable Energy Laboratory

Oak Ridge Operations Office (2)  
Savannah River Operations Office (2)  
Kansas City Plant  
BWXT Pantex Plant  
National Security Technologies C1, Las Vegas  
DOE Headquarters (2)